

Japan Society for Africa Educational Research Bylaws

Article 1. Name of the Organization

The name of this organization shall be changed to Japan Society for Africa Educational Research from Africa Educational Research Forum.

Article 2. Executive Office

The Executive Office is established at an institution where the President belongs or at an institution appointed by the President.

Article 3. Purposes

The Society aims to contribute to the development and promotion of the field of Africa Educational Research by advancing studies and fieldwork about education in Africa through mutual exchange and collaborations among the members.

Article 4. Activities

In order to accomplish the aforementioned purposes, the Society engages in the following activities:

- 1) Studies and fieldwork about education in and around Africa
- 2) Hosting conferences for research presentations
- 3) Publishing 'Africa Educational Research Journal'
- 4) Other duties essential to accomplishing the purposes of the Society

Article 5. Membership

1. The Society shall be organized by the following types of members.
 - 1) Regular members: individuals who support the purposes of the Society
 - 2) Student members: graduate and undergraduate students who support the purposes of the Society
 - 3) Special members: individuals who are given entitlements of membership without payment of membership dues in case of special circumstances
2. The Board of Directors can approve individuals who support the purposes of the Society and fulfill the following conditions as special members.
 - 1) Individuals with no unpaid annual membership dues, who were regular or student members and work outside Japan. (including undergraduate and graduate students)
 - 2) Individuals over 65 years old with no unpaid annual membership dues, who were regular members and do not have a full-time position
 - 3) Individuals who are approved for exemption of the membership dues by the Board of Directors due to special circumstances

Article 6. Membership dues

1. Members are responsible for annual membership dues: ¥5,000 for regular members, ¥2,000 for student members, free for special members. Membership dues are non-refundable.
2. The Advisor shall be exempt from membership dues.

Article 7. Entitlements of Membership

1. Members are entitled to:
 - 1) submit a paper to ‘Africa Educational Research Journal’
 - 2) apply for presentations at academic meetings organized by the Society
 - 3) participate in studies, fieldwork and other activities sponsored by the Society
2. A person who defaults in payment of the membership dues shall be suspended entitlements written in clause 1.

Article 8. Admission and withdrawal

1. Individuals may become members by following the designated procedures for application and receiving approval from the Board of Directors.
2. A person shall be disqualified from membership when:
 - 1) the person submits a notice of withdrawal to the President.
 - 2) annual membership dues in arrears is unpaid for three years, and the person shall automatically withdraw from the society at the end of that third fiscal year.
 - 3) the Board of Directors decides to terminate the membership of members who act with malice and/or inflict damages to the Society.
 - 4) the person dies.
3. A person who withdraws from the Society by reason of clause 2, item 1) must pay membership dues completely until the year of withdrawal.
4. A person who withdrew from the Society by reason of clause 2, item 2) can apply for re-admission by following the procedures written in clause 1. All the unpaid annual membership dues shall be paid before applying for re-admission. However, this does not apply if special circumstances are recognized by the Board of Directors.

Article 9. Administrative Board

1. The Administrative Board shall be composed of the following officers:
 - 1) President (1)
 - 2) Vice President (1)
 - 3) Executive Director (1)
 - 4) Directors (about 12 including President, Vice President, and Executive Director)
 - 5) Advisor (few)
 - 6) Secretary (few)
 - 7) Auditors (2)
2. The Administrative Board shall be elected for a term of two years and may be re-elected for

multiple terms.

Article 10. Election of the Administrative Board

1. The Directors shall be elected from among regular members.
2. The President, the Vice President and the Executive Director shall be elected by mutual vote among the members of the Board of Directors.
3. The Advisor shall be elected by the Board of Directors and appointed by the President from among individuals who have provided special distinguished service to the Society,.
4. Upon decision by the Board of Directors, the President shall appoint the Secretary.
5. Upon selection by the Board of Directors, the President shall appoint the Auditors.

Article 11. Responsibilities of the Administrative Board

1. The President shall represent the Society, superintend the affairs of the Society and act as chairperson of the Board of Directors.
2. The Vice President shall assist the President. If a vacancy of the President occurs for any reason, the Vice President shall perform duties on behalf of the President.
3. The Executive Director shall assist the President and the Vice President, supervise the Executive Office and perform daily affairs for the Society.
4. The Directors shall constitute the Board of Directors and discuss certain matters including the management of the Society and the amendment of the Bylaws.
5. The Advisor shall give advice to the President on important matters such as the management of the Society.
6. The Secretary shall assist the Executive Director mainly in finances and accounting of the Society.
7. The Auditors shall audit the Society's financial statements.

Article 12. Management of the Society

Management of the Society is based on the Bylaws. The Board of Directors shall administer the Detailed Provisions.

Article 13. Meeting

1. The Board of Directors decides and approves matters listed below.
 - 1) Activity plans and activity reports
 - 2) Budget, settlement of accounts and financial report by the Auditors
 - 3) Election of the Administrative Board
 - 4) Amendment of the Bylaws
 - 5) Others
2. The President shall report the decisions of the Board of Directors at the General Membership Meeting.
3. The General Membership Meeting shall be commonly held once a year.

Article 14. Finances and Accounting

1. The management and activities of the Society shall be funded by:
 - 1) Membership dues
 - 2) Income from activities
 - 3) Donation
 - 4) Other additional income
2. The Society's financial and accounting records shall begin on April 1 each year and end on March 31 of the following year.
3. The Executive Director is responsible for the finances and the accounting of the Society.
4. The financial report, provided by the Auditors, shall be approved by the Board of Directors.

Article 15. Award Provisions

Award provisions of the Society shall be prescribed separately.

Article 16. Amendment of the Bylaws

These Bylaws shall be amended upon approval by the Board of Directors. The amendment shall be reported at the General Membership Meeting.

Supplementary Provisions

The Bylaws shall be effective from April 18, 2008.

Supplementary Provisions (Amended on April 12, 2019)

The Bylaws shall be effective from April 12, 2019.

Supplementary Provisions (Amended on April 9, 2022)

The Bylaws shall be effective from April 9, 2022. The number of years for which a member is in arrears with membership dues under Article 7, clause 2 prior to the amendment will be part of the one for which that member is in arrears under Article 7, clause 2 and Article 8, clause 4 of the amended Bylaws.